

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stat., notice is hereby given to the public that the following meetings will be held

THE WEEK OF JUNE 14 - 18, 2010

MONDAY, JUNE 14, 2010

* 11:30 a.m. Harbor Commission

Holiday Inn – City Centre
Downtown Green Bay

TUESDAY, JUNE 15, 2010

* 5:30 p.m. Board of Health

Room 114, Donovan Hall
UW-Extension
1150 Bellevue Street

WEDNESDAY, JUNE 16, 2010

* 1:30 p.m. Emergency Medical Services Council

Board Rm, Village of Ashw
2155 Holmgren Way

* 6:30 p.m. Special Executive Committee

Room 210, City Hall
100 N Jefferson St

* 7:00 p.m. **Board of Supervisors**

Legislative Room 203
100 N Jefferson St

THURSDAY, JUNE 17, 2010

* 3:00 p.m. Chapter 21 SubDivisions Ordinance Revision Sub-Committee

Rm 200, Northern Building
305 E. Walnut Street

* 5:00 p.m. Facility Master Plan Sub-Committee

Rm 200, Northern Building
305 E. Walnut Street

* 6:00 p.m. Library Board

Pulaski Branch Library
222 W Pulaski St
Pulaski, WI

FRIDAY, JUNE 18, 2010

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

PORT AND SOLID WASTE DEPARTMENT

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950

FAX: (920) 492-4957

CHARLES J. LARSCHEID

PORT AND SOLID WASTE DIRECTOR

*INVITATION TO A MEET AND ASK QUESTIONS WITH
U.S. ARMY MAJOR GENERAL PEABODY AND LT. COLONEL DAVIS
Monday, June 14, 2010 - 10:30AM
Holiday Inn – City Centre, Green Bay, WI*

PUBLIC NOTICE

BROWN COUNTY HARBOR COMMISSION

Monday, June 14, 2010 - 11:30AM

Holiday Inn – City Centre, Green Bay, WI

AGENDA:

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda
4. Approval/Modification – **May 10, 2010** Meeting Minutes
5. Election of Officers
6. Strategic Plan
 - a. 2011 Operating Plan for the 2010 Strategic Plan – *Request for Approval*
 - b. Port Logo – *Request for Approval*
 - c. Port 2010 Media Campaign – *Request for Approval*
7. Tall Ship Memorandum of Understanding - - *Request for Approval*
8. Beneficial Reuse of Dredged Material – Update
9. Participation in NE Wisconsin Freight Study - Update
10. Audit of Bills – *Request for Approval*
11. Tonnage Report – Request for Approval
12. Director's Report
13. Such Other Matters as are Authorized by Law
14. Adjourn

Charles J. Larscheid
Port & Solid Waste Director

Any person wishing to attend who, because of disability requires special accommodations should contact the Brown County Port and Solid Waste Department at 492-4961, at least two working days in advance of the meeting for special arrangements to be made.

Notice is hereby given that action by the Harbor Commission may be taken on any of the items which are described or listed on the agenda

**BROWN COUNTY BOARD OF HEALTH
TUESDAY, JUNE 15, 2010
5:30 PM**

*****PLEASE NOTE THE CHANGE IN MEETING LOCATION****

UW Extension
1150 Bellevue St.
Donovan Hall, Room 114
Green Bay, WI 54302

AGENDA

1. Call to Order and Introductions
2. Approval / Modification of the Agenda
3. Determining Recommendations Regarding Wind Turbine Issue
4. Any Other Business Authorized by Law
5. Adjournment / Next Meeting

Board Members, please RSVP attendance to Juli Gray at 448-6405 no later than 4:30 PM Friday, June 11, 2010. Thank-you!

Notice is hereby given that action by this board may be taken on any of the items which are described or listed in this agenda.

EMERGENCY MEDICAL SERVICES COUNCIL

Chair, Larry Ullmer

“PUBLIC NOTICE OF MEETING”

Pursuant to Section 19.84, Wis. Stats., notice is hereby given to the public that a regular meeting of the Emergency Medical Services Council

Wednesday, June 16, 2010, 1:30 pm

**** Please Note Meeting Location ****

Village of Ashwaubenon, Board Room

2155 Holmgren Way

1. Call to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of April 21, 2010.
4. End of Life Program Update.
5. Medical Director's Report.
6. Training and Standards Work Group.
7. Statewide Committees and Task Force – Reports.
8. Other Business.
9. Public Comment and Such Other Matters as Authorized by Law.
10. Next Meeting – September 15, 2010 1:30pm
11. Adjourn

Chair, Larry Ullmer

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Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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EXECUTIVE COMMITTEE

Mary Scray, Chair

Guy Zima, Vice Chair

Bernie Erickson, Tom Lund, Andy Nicholson

Patrick Evans, John Vander Leest

SPECIAL **EXECUTIVE COMMITTEE**

Wednesday, June 16, 2010

6:30 p.m.

Room 210, City Hall
100 North Jefferson Street

- I. Call meeting to order.
- II. Approve/modify agenda.
 1. Resolution re: Authorizing the Issuance and sale of [\$Principal Amount] General Obligation Promissory Notes, Series 2010A [(Build America Bonds – Direct Payment)]
 2. Resolution re: Authorizing the Issuance and Sale of [\$Principal Amount] Taxable General Obligation Corporate Purpose Bonds, Series 2010B. (Build America Bonds – Direct Payment)
 3. Such other matters as authorized by law.

Mary Scray, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

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E-mail BrownCountyCountyBoard@co.brown.wi.us.

GUY ZIMA, CHAIR

MARY SCRAY, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats, notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, June 16, 2010, at 7:00 p.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public regarding agenda items only.**
3. **Approval of minutes of May 19, 2010.**
4. **Announcements of Supervisors.**
5. **Communications: (None)**
 - a) **Late Communications:**
6. **Appointments by County Executive:**
 - a) None.
7. **Reports by:**
 - a) Board Chairman.
8. **Other Reports:**
 - #8a Treasurer's Financial Report for the month of March.
9. **Standing Committee Reports:**
 - a) Report of Administration Committee of May 27, 2010.
 - b) Report of Education & Recreation Committee of June 3, 2010.
 - c) Report of Executive Committee of June 7, 2010.
 - i) Report (draft) of Special Executive Committee of June 16, 2010.
 - d) Report of Human Services Committee of May 25, 2010.
 - e) Report of Planning, Development & Transportation Committee of June 1, 2010.
 - i) Land Conservation Sub Committee of June 1, 2010.
 - f) Report of Public Safety Committee of June 2, 2010.

10. **Resolutions, Ordinances:**

Administration Committee

- a) Resolution to Increase Dog License Tax.

Administration Committee & Executive Committee

- b) Resolution re: Change in Table of Organization Corporation Counsel.

Special Executive Committee

- c) Resolution re: Authorizing the Issuance and Sale of [\$Principal Amount] General Obligation Promissory Notes, Series 2010A. ***Please Note - Pending approval of Special Executive Committee meeting of June 16, 2010.*
- d) Resolution re: Authorizing the Issuance and Sale of [\$Principal Amount] Taxable General Obligation Corporate Purpose Bonds, Series 2010B. (Build America Bonds – Direct Payment) ***Please Note - Pending approval of Special Executive Committee meeting of June 16, 2010.*

Human Services Committee and Executive Committee

- e) Resolution re: Change in Table of Organization Aging & Disability Resource Center.

Planning, Development & Transportation Committee and Executive Committee

- f) Resolution re: Change in Table of Organization Port and Solid Waste.

11. **Reports by:**

- a) County Executive.
- b) **Closed Session:** For competitive or bargaining reasons to deliberate or negotiate the purchase of property for the sheriff pursuant to Wis. Stat. 19.85(1)(e). *Report from Buyer's Agent.*

12. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1)(e).

13. **Such other matters as authorized by law.**

14. **Bills over \$5,000 for period ending.**

15. **Closing Roll Call.**

16. **Adjournment to Wednesday, July 21, 2010 at 7:00 p.m., Legislative Room, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:

Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda

AGENDA
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
CHAPTER 21 SUBDIVISIONS ORDINANCE REVISION SUBCOMMITTEE

Thursday, June 17, 2010
Northern Building
305 E. Walnut St., Room 200
Green Bay, WI
3:00 p.m.

ROLL CALL:

Bill Bosiacki	_____	Dennis Reim	_____
Graham Callis	_____	Peter Schleinz	_____
David Chrouser	_____	Michael Soletski	_____
Norbert Dantine, Jr.	_____	Michael Vande Hei	_____
Pat Ford	_____	Andrew Vissers	_____
Pat Kaster	_____	Jim Wallen	_____
Chuck Lamine	_____		

1. Approval of the May 27, 2010, Chapter 21 Subdivisions Ordinance Revision Subcommittee meeting minutes.
2. Discussion regarding utility easements for power companies with guest, John Luetscher, Brown County Corporation Counsel.

(NOTE: Subcommittee questions that may require research by the Corporation Counsel should be submitted to Peter Schleinz several days before the meeting.)

3. Review and action regarding Subdivisions Ordinance section 21.32.
 - a. Land Suitability (s. 21.32).
 - b. Geotechnical Study (continuation from February 25, 2010, meeting).
4. Discussion regarding environmentally sensitive areas.
5. Other matters.
6. Confirm upcoming meeting scheduled for July 29, 2010, at 3:00 p.m.
7. Adjourn.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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FACILITY MASTER PLAN COMMITTEE

Jack Krueger, Chair
Carole Andrews, Vice-Chair
Bill Clancy, Mike Fleck, Pat Wetzel

FACILITY MASTER PLAN SUBCOMMITTEE

Thursday, June 17, 2010

5:00 p.m.

**Room 201, Northern Building
305 E. Walnut Street**

1. Call to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of May 26, 2010.
4. Reports:
 - a. Joe VanDeurzen, Brown County's Buyer's Agent.
 - b. Report from Staff re: Information from Previous Months Committee Requests.
 - c. Closed Session: Pursuant to sec. 19.85(1)(e), Wis. Stats., to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Discussion re: Purchase of Properties.)
5. Update from Facility Management Director Bill Dowell on former Mental Health Center Building.
6. Such other matters as authorized by law.

Jack Krueger, Chair

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LIBRARY

515 PINE STREET
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400
FAX (920) 448-4364

LYNN M. STAINBROOK
DIRECTOR

E-MAIL Stainbrook_LM@co.brown.wi.us
WEBSITE www.browncountylibrary.org

BROWN COUNTY LIBRARY BOARD

NOTE LOCATION:

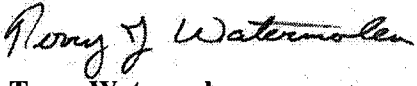
PULASKI Branch Library
222 W. Pulaski Street, Pulaski

Thursday, June 17, 2010

6:00 p.m.

AGENDA

1. Approve/modify agenda
2. Minutes, bills and communications
3. Open forum for the public
4. Facilities Report
 - a. Solar Energy Project at Kress
 - b. Energy Conservation Methods update
 - c. East Branch Lease Approval
5. Accountant's report
 - a. Financial report
 - b. Acceptance of gifts, grants and donations
6. Budget
 - a. Approval of Strengths, Weaknesses, Opportunities and Threats (SWOTs)
 - b. Approval of Performance Measure, Mission Statement, Program Descriptions and Capital Outlay
7. Request for Budget Adjustment: Increase in expenditures with offsetting increase in revenue to facilitate grant from Bill & Melinda Gates Foundation and Nicolet Federated Library System matching funds for computer project.
8. Donation of old library furnishings
9. Information Services report on services received
10. Nicolet Federated Library System
 - a. Monthly update
11. Library Operations Manager Search
12. Approve Out of State Travel for Staff
13. President's report
14. Director's report
15. Such other matters as are authorized by law
16. Adjournment



Terry Watermolen
President

Notice is hereby given that action by the committee may be taken on any of the items which are described or listed in this agenda.





JUNE 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		Land Con 5pm PD&T Cmte (approx 5:30pm) 1	Public Safety Cmte 5 p.m. 2	Ed & Rec Cmte 5:30 p.m. 3	4	5
6	Executive Cmte 6:30 p.m. 7	Vets Recognition 5:15 p.m. 8			10	12
13			Special Exec 6:30pm Board of Supervisors 7:00 p.m. 16	Facility Master Plan SubCmte 5pm 17	18	19
Father's Day 	20		Human Svc Cmte 5:30 pm 23	Admin Cmte 5:30 pm 24	25	26
27	Land Con 6pm PD&T Cmte (approx 6:30 pm) 28	29	30			

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center Board (May 27, 2010)
- Joint Meeting of the Board of Health and the Human Services Board (May, 25, 2010)
- Brown County Housing Authority (May 17, 2010)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

May 27, 2010

PRESENT: Libbie Miller, Keith Pamperin, Donajane Brasch, Pat Finder-Stone, Bill Clancy, Steve Daniels, Grace Aanonsen, Tom Diedrick

EXCUSED: Pat Cochran, Judy Parrish

ALSO PRESENT: Sunny Archambault, Arlene Westphal, Debra Bowers, John Holzer, Diana Brown,

PLEDGE OF ALLEGIANCE.

INTRODUCTION: No introductions were needed.

ADOPTION OF AGENDA: A motion was made by Sup. Clancy and seconded by Ms. Miller to adopt the May 27, 2010 agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 22, 2010: Mr. Pamperin moved and Ms. Miller seconded to approve the minutes of the regular meeting of April 22, 2010.

FINANCIAL REPORT:

A. APPROVAL OF THE APRIL 2010 FINANCE REPORT: Ms. Archambault reported that we appear to be on target. Under revenues we are receiving substantially more Medical Assistance claiming than budgeted. However, this amount is based on 100% time reporting for I&A and Benefits Specialist staff. In the future, reimbursement will be based using an overall state percentage. History indicates that when this change takes place we may lose 30% of our MA claiming dollars- a change that would obviously impact our budget. We have no information about when this will occur.

Ms. Miller moved and Mr. Daniels seconded to approve the April 2010 Finance Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS: There were no restricted donations.

C. UPDATE ON SOLAR WATER AND ELECTRIC OPTIONS: Mr. Holzer, ADRC Facilities-Placement Coordinator, gave a brief update on the atrium window film project. He reported that Green Bay Glass, Inc. will be replacing one window which has a broken gas seal for \$552 so that the film will adhere to it. The Fox Valley Window Tinters' bid of \$2,828.75 was selected; the window film work is scheduled for June 9th and 10th.

Mr. Holzer reported that before the recent energy savings measures the ADRC spent \$18,448 for electricity and \$10,581 for natural gas annually. The board requested exploration of solar options; and commercial-certified site assessor, Adam Gusse with H&H Solar Energy Services of Madison was contracted with for \$623. After reviewing the full solar assessment report for both solar electric and solar hot water and conferring with Brown County Facilities staff, the ADRC is encouraged to advance energy conservation as the best opportunity to save money. Facilities feels that by investing in solar electricity generation the ADRC would get twice the capacity for the same price and cut the cost recovery rate in half. This system would generate approximately 20% of our electrical energy need. The county would like to see a 20 kilowatt Roof System for approximately \$60,000 which could be partially funded by a block grant received by the county.

A motion was made by Ms. Finder-Stone and seconded by Mr. Pamperin to authorize the ADRC to proceed with obtaining more information and firm bids for the purpose of purchasing and installing a 20 kilowatt solar electric system. **MOTION CARRIED.**

D. APPROVAL TO PROCEED WITH DIGITAL HVAC CONTROLS: Mr. Holzer reminded board members that at its meeting in September 2009 the board had approved \$62,060 to convert the old pneumatic heating/ventilation/air conditioning system to a digital system. This would allow us to program heat and air according to the use of the building. At this time Mr. Holzer requested approval to move forward with hiring an HVAC architectural engineer to provide stamped plans for state approval, bid out the project and purchase/install a digital HVAC system.

Mr. Parr perin moved and Ms. Brasch seconded to authorize Mr. Holzer to spend up to \$62,060 to proceed with digital HVAC Controls. **MOTION CARRIED.**

APPROVAL OF CHANGE TO ORGANIZATIONAL CHART: Ms. Archambault noted that the budget for 2010 included adding 3 positions: 2 Information & Assistant Specialists (I&A) and a Benefit Assistant position. However, as we now have more experience with administering Long Term Care Functional Screens, we believe that we would have more flexibility and would be more efficient if we added 3 I&A positions and eliminate the Benefits Specialist position at this time. The ADRC contract requires that Functional Screeners must have a 4-year degree. The Benefits Assistant position only requires 2-years. Because it takes at least a year to train an I&A Specialist, it makes most sense to hire this person now to be better prepared to meet contract requirements once Family Care is available in Brown County.

Ms. Finder-Stone moved and Ms. Aanonsen seconded to approve the above requested change to the ADRC Organizational Chart. **MOTION CARRIED.**

REPORT FROM AMERICAN RED CROSS-SPECIALIZED TRANSPORTATION SERVICE: No report.

REPORT FROM N.E.W. CURATIVE – ADULT DAY CARE: Ms. Diana Brown, Vice President for N.E. W. Curative's Program Services, gave a brief summary of their 5 Older Americans Act Adult Day Care Programs. The Shawano Older American's Club offers a social model at the Shawano Civic Center. This model serves a capacity of 16, does not provide personal cares, and is a fee for service model with an hourly rate.

The In-House Adult Day Program offered at the William Nystrom Center is a medical model generic adult day care. This program has an R.N. on staff and serves a capacity of 60. The Insiders & Insiders II Adult Day Programs offered at the William Nystrom Center, and the Alzheimers Adult Day Program offered at the Cloud Family Care Center, are dementia care models. Each serves a capacity of 30 and works on a 6-1 staff/client ratio. The goal of these four models is to maintain people in their own home with the dementia care models being the largest growing programs over the past 15 years.

All of the programs operate on a donation basis due to the tremendous support from the ADRC, Brown County Human Services, and the United Way of Brown County. A \$20 a day donation is requested which generates \$180,000 a year. As we move to Family Care these programs will become "fee for service" programs. Transportation is currently provided through collaboration with the American Red Cross with Red Cross providing 5 vehicles and Curative providing the insurance and drivers at \$4 per round trip. Meals are provided in collaboration with the ADRC on a donation basis. Ms. Brown noted that the day care programs have shown a strong utilization and growth with a 5.9% increase in hours of service and an 8.7% increase in people served in 2009. 96% of the day care participants were able to maintain their independent living situation with a 100% satisfaction reported from clients and caregivers.

Ms. Brown summarized her report by emphasizing the continued growth in the adult day services. She noted that N.E.W. Curative has lost their revenue with COP and CIP; however, new revenues from the Veterans Administration have helped to pick up the loss.

UPDATE ON BUILDING REMODEL AND POTENTIAL PURCHASE: Mr. Holzer reported that the 2010 laws for building improvements on government-owned buildings have changed so our earlier

plans for our remodel & update project were rejected by the city. This necessitated hiring an architect to complete stamped plans for city-state approval, as well as approval for the electrical and ventilation plans. In addition, the contract must comply with meeting prevailing union wage scale.

The increased volume of phone calls and walk-in customers at the reception desk has also been reviewed. The assessment indicates the need to re-design the reception area to protect confidentiality, handle volume increases, provide a third workstation for our senior service worker and reduce over-talking by others when on the phone. This part of the remodel project will be a secondary bid that can be deleted if necessary.

Mr. Holzer noted that we published the notice in the newspaper, conducted a contractor walk-through and will open bids on June 7th. After careful examination, the lowest qualifying bid will be verified by County Purchasing and Facilities Management. Mr. Holzer requested board approval to formally accept that bid.

A motion was made by Mr. Pamperin and seconded by Ms. Finder-Stone to authorize the ADRC to award the project to the lowest qualified bidder. **MOTION CARRIED.**

Ms. Archambault informed board members that she had proceeded with Corporate Counsel's recommendation to contact an attorney with expertise in the purchase of commercial property with regard to the purchase of condominium space at the Quality Inn. After discussing the matter with Atty. Timothy Polack, several red flags were raised. These concerns are the unknown liabilities, the 51% ownership/control held by the Quality Inn, the variable monthly fees, the lack of a reserve account set aside for major repairs, and parking issues. Ms. Archambault also added that the county is looking into the possibility of purchasing the old White Store Building on Broadway St. If this occurs, there may be space we could use for the homebound meal program. All of this is very preliminary – we haven't even looked at the space that would be available.

The board, by consensus, authorized Ms. Archambault to follow-up by informing the Quality Inn of our concerns.

REVIEW OF SWOT FOR 2011 COUNTY BUDGET: Ms. Archambault explained that each year as part of the budget process, departments are asked to complete a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis identifying the top three priorities in each category, describe how best to capitalize on them and outlining action steps required in each area. The ADRC Staff brainstormed the priorities and Team Forward compiled the following information:

Strengths:

1. ADRC leadership provides vision and support to staff to maintain commitment to its mission and values.
2. Collaborations maximize our ability to serve our consumers and community.
3. Consumers consistently report high satisfaction with ADRC services

Weaknesses:

1. At times, staff are stretched in their capacity to serve all consumers in a manner that meets our vision, mission and values.
2. The facility is crowded and cannot provide more office, meeting, or program space; lack of parking is a major consumer complaint.
3. Contract requirements for maintaining and retrieving consumer information is fragmented, time-consuming, and ineffective.

Opportunities:

1. Capitalize on the statewide franchising of ADRCs to effectively bridge transition to Family Care.
2. The Baby Boomers will change the future of aging and aging programs.
3. New legislation on Health Care Reform.

Threats:

1. The economy and its impact on national, state, and county services for older consumers and other adults with disabilities.
2. The pressures resulting from state contract requirements, regulations, and funding restraints make it difficult to maintain the fidelity of our vision, mission and values.
3. The demographics of aging impact our ability to maintain services.

Ms. Archambault noted that the SWOT forms are due to the County on Tuesday, June 1st and asked if board members had any further thoughts to contact her before then.

LEGISLATIVE UPDATE: Ms. Finder-Stone reported that she had attended the following legislative meetings:

1. A meeting of the DHS and the Commission of Insurance regarding Health Care Reform. She informed those present of the latest website: www.healthcarereform.wi.gov
2. A meeting at the DHS with regard to the continuation of the Senior Care Program.
3. A hearing on pharmaceutical marketing and evidence based drugs.
4. Ms. Finder-Stone reported that Gov. Doyle line item vetoed the Payday Lending Bill.

DIRECTOR'S REPORT: Ms. Archambault announced that the Greater Wisconsin Agency on Aging Resources, Inc. (GWAar) is recruiting new board members. She distributed a draft outlining the selection criteria as well as the application/interview process and noted that the deadline for applications is June 1st.

Ms. Archambault noted that the Older Americans Act is up for re-authorization this year and GWAar will be hosting a regional meeting on June 8th in Antigo. She distributed a cover letter which included issues the 2011 OAA Reauthorization will address.

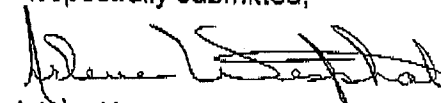
ANNOUNCEMENTS: The following announcements were made:

- Mr. Diedrick announced that July 26th will mark the 20th anniversary of the American Disabilities Act.
- Mr. Pamperin announced that Options will host a Wheel Chair Wash on September 25th at Options for Independent Living.

NEXT MEETING DATE – June 24, 2010: The next meeting will be scheduled for June 24, 2010 at the Aging & Disability Resource Center.

ADJOURN: Ms. Aanonsen moved to adjourn and Sup. Clancy seconded. **MOTION CARRIED.** The meeting adjourned at 10:47 a.m.

Respectfully submitted,



Arlene Westphal, Secretary

**PROCEEDINGS OF THE JOINT MEETING OF THE BOARD OF HEALTH and the
BROWN COUNTY HUMAN SERVICES COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a joint meeting of the **Board of Health and the Brown County Human Services Committee** was held on Tuesday, May 25, 2010 at the UW Extension Building – 1150 Bellevue Street, Green Bay, Wisconsin

Present: **Human Services Committee Members** - Jesse Brunette, Pat Evans, Pat Moynihan, Pat LaViolette, Carole Andrews

Excused: Steve Fewell, Pat Wetzel

Present: **Board of Health** – Jay Tibbetts, Audrey Murphy, Harold Pfotenhauer, Mary Scray, Don Murray

Excused: Joe VanDeurzen, Patricia Bacelis Leon

Also Present: County Executive Tom Hinz and Assistant Jayme Sellen
Judy Friederichs, John Paul/Brown County Health Department
Supervisors Dantinne, Schuller, Erickson, Clancy
Chuck Warzecka /Dr. Jeven McFadden– State of Wisconsin
Representatives of Brown County Citizens for Responsible Energy
Media, Other Interested Parties

The meeting was called to order by Chairman Pat Evans at 5:37 p.m.

1. **Comments from the Human Services Committee Chair:**
Chairman Evans explained this meeting is being held for the purpose of providing information from the State of Wisconsin, Invenergy Wind, along with the Brown County Citizens for Responsible Wind Energy (BCCRWE). Questions from the public will be allowed with the focus on health and safety. Information gathered at this meeting will be reviewed by the Board of Health and a conclusion determined. That conclusion will be forwarded to this committee and to the Brown County Board of Supervisors.

2. **Comments from Health Director, Judy Friederichs, on responsibility and authority of the Brown County Health Department:**
Ms. Friederichs, Director of the Brown County Health Department, explained that her involvement came through a request from the Human Services Committee Chairman for guidance on this issue. She stated that the Health Department is bound by State Statute and when there is an issue new to the department which may cross County boundaries, they will approach the State for recommendations, which is the case here.

3. **Presentation by the State of Wisconsin:**
Chuck Warzecka, Director of Environmental Health, with the Wisconsin Department of Health Services, was introduced by Chairman Evans.

Mr. Warzecka informed those present that there is little information available on the issue of health and safety related to wind turbines, therefore, he has relied on

research available in the national forum. At this time, the State has not taken a position.

Mr. Warzecka reported that research of scientific literature on wind energy projects and public health, as well as reports issued by the National Academy of Sciences and other state health departments find no clear scientific evidence to support the conclusion that wind turbine development using existing setback criteria would result in specific adverse health impacts to the public. Warzecka stated that when discussing this topic with local health officials in other counties, it was determined that where wind energy projects have been undertaken, the majority of complaints received have been related to nuisance including noise, sleep disruption, and shadow flicker. Warzecka pointed out that these symptoms could be attributed to many other factors, therefore, the State has taken the position that individuals with these complaints first seek evaluation by a medical provider.

Dr. Jevon McFadden confirmed this information, concurring that anyone with such symptoms should first see their doctor.

4. Presentation by Invenergy Wind:

A statement was read by Matthew Thornton representing Invenergy Wind, basically stating that wind farms in the United States have outstanding records for promoting community safety and well-being. There are more than 20,000 wind turbines currently operational in the U.S. and there is evidence nationwide that wind turbines are safe and produce no negative health affects. He highlighted benefits of the proposed Ledge Wind Farm including payments to farmers and landowners, new tax revenues to local governments, the generation of pollution free electricity, the production of in-state electricity, and the creation of 150 construction jobs and 15 permanent maintenance jobs (attached).

In addition, he stated that the Public Service Commission of Wisconsin has opined that there is evidence showing wind farms are safe, healthy, and beneficial. The PSC will hold public hearings in the coming months to address issues related to wind farms, including health and safety. Invenergy will continue to work with local officials in Brown County to finalize the Ledge Wind Farm layout and construction plans.

5. Presentation by Brown County Citizens for Responsible Wind Energy:

Carl Kuehne – 4479 Heritage Hts, DePere – Presented a list of requests to the Brown County Board and Board of Health which included that the erection of industrial wind turbines within Brown County be prohibited pending the completion and review of an epidemiological study of the health affects of their placement, including setback and noise level guidelines.

Dr. Herb Coussons, 6649 Lidgetop Drive, Greenleaf – Stated that studies that have been done in the U.S., Canada, New Zealand, and Europe have resulted in the conclusion that *"large industrial wind turbine developments do not belong in close proximity to locations where people live and work"*. Dr. Coussons indicated that the safest minimum sound level and distance to protect health and safety is to allow for less than 40dB which correlates to 0.5 miles or 2640 feet. The

optimal distance in a rural setting would allow for no more than a 10dB increase in ambient noise which would correlate to just over one mile.. Additional information was provided and is included in this document.

Tim Harmann – 4544 Mill Road, Denmark – Mr. Harmann visited with ten land owners in the Fond du Lac area who live in the area of wind turbines. He showed a video of his interviews with people who had complaints of noise, loss of sleep, loss of TV service, shadow flicker, and overall increased stress.

James Felmer – 1135 Clemtine Road, Green Bay - Mr. Felmer stated he is a non-participant, however, is surrounded by wind turbines, the closest being 1600 feet. He has experienced sleeplessness, vibration, noise, headaches. He has noticed that his farm animals are effected, laying less eggs, less fertility with cattle, spooky horses, loss of birds and wildlife. Although he has attempted to sell his home, he has been unable to.

Allen Haas – Stated that he hosts 3 turbines through WE Energies. He has noticed that his corn crops in the proximity of the turbines grew about 4 feet shorter than those further away. He also reported issues with noise, memory loss, poor attitude, less ambition, no interest. He stated that airplanes refuse to fly in the area of the turbines, so he has been unable to spray his crops. He is unable to open his windows due to the noise and shadow flickers, the house vibrates, and he has TV problems.

Ann Wertz – 324 Oakview Circle, Oakfield, WI – Ms. Wertz stated that she and her husband bought a farm house which they renovated near a wind turbine farm. She had severe sleep disturbance, and her daughter experienced stomach problems and other symptoms. Although the property was valued at \$350,000, they walked away from it to save their health.

Jon Morehouse, 4432 Mill Road, Denmark – Mr. Morehouse owns 137 acres in Morrison. He was approached by Invenergy to place turbines on his land. He researched their impact and discovered the physical risks of turbines because of the distance they are placed from residences. He pointed out occurrences with ice on the blades causing failure and flying ice, injuries from lightening, and even reports where the whole turbine tipped over.

Kristen Morehouse – W2046 Hannah Lane, Sheboygan – Also owns property in the Morrison area. She addressed groundwater concerns in this area of karst features and bedrock fractures, which have caused ground/well contamination in the past. She presented diagrams showing how the turbines are installed and how that disturbs the bedrock. In her opinion, turbines in this area would be improper placement.

Steve Deslauriers, 8042 Holly-Mor Road - Mr. Deslauriers presented a petition with approximately 890 signatures asking that the State study the adverse effects to people before proceeding with approval of additional industrial wind projects. (Available in County Clerk and County Board offices)

Brown County Supervisor Kris Schuller – Suggested that the Wisconsin DNR address the issues of karst features in this area and concerns with well contamination.

Brown County Supervisor Bill Clancy – Suggested that the PSC be invited to attend a meeting to address citizen concerns.

Brown County Supervisor Norb Dantine – Questioned why the PSC and Invenergy would not air on the side of safety.

6. **Comments from the Public:**

The following people addressed the Board of Health and Human Services Committee relative to their concerns with the placement of wind turbines because of reports of health and safety issues, and groundwater concerns.

Dan Vercauteren – 7566 County Road W, Greenleaf

Dave & Lynn Kornick – 1316 Rockledge Road, Mishicot

Gerry Meyer – W6249 Cty Rd Y, Brownsville, WI

Lee Leiterman – 4433 Mill Road, Denmark

Troy VerHheyen – 3023 Park Road, Greenleaf

Dave Klug – 7214 Pleasant View Road, Morrison

Bruce Wendt – 2931 Ridge Court, Greenleaf

Mark Deslaurius – 8042 Holly-Mor Road, Greenleaf

David Vercauteren – 3410 Park Road, Greenleaf

Jim Michels

Kelly Burke – 7155 Holly-Mor, Greenleaf

Barbara VandenBoogert – 7663 Holly-Mor, Greenleaf

Glen Schwalbach – Probity Consulting, LCC, 1090 Moonriver Drive, DePere

Arnie Adams - Greenleaf

Richard Koltz – 2372 Day Street, Greenleaf – Mr. Koltz indicated that he signed up as a host with Invenergy before doing any research. As time went on and he learned more, he tried to get out of his contract with them, however, as of this date Invenergy has refused.

State Representatives Chuck Warzecka and Dr. Jeven McFadden informed the public speakers that they would address their concerns, however, Dr. McFadden again encouraged anyone with symptoms to see their doctor so that a baseline can be established.

7. **Such Other Matters as Authorized by Law:**

Handouts

Article by Neil Steinberg – Chicago SunTimes

“Winds of Change Inevitably Get the Hot Air Stirring”

Invenergy Wind LLC Statement on Health & Safety

Public Service Commission of WI – Final Order, Docket 6630-CE-302

May 6, 2010 Letter to Liv Moyer, Eden, WI from Seth Foldy, State Health Officer & Administrator - Wisconsin Dept of Health Services, Division of Health

May 13, 2010 Letter from Attorney Edward Marion, Madison to Seth Foldy. Mr. Marion represents the Brown County Citizens for Responsible Wind Energy, Inc. (BCCRWE)

Report by Dr. Christopher Hanning on Sleep Disturbance and Wind Turbine Noise on behalf of Stop Swinford Wind Farm Action Group – June 2009

Summary of Recent Research on Adverse Health Effects of Wind Turbines – October 20, 2009

Health Effects of Wind Turbine Noise by Nina Pierpont, MD, PhD – March 2, 2006

Noise Guidelines for Europe – Final Implementation Report by the European Centre for Environment and Health, Bonn Office, World Health Organization, Regional Office for Europe – 2007

Night Noise Guidelines for Europe – Executive Summary
Addresses:

- Process of Developing Guidelines
- Noise Indicators
- Sleep Time
- Noise, Sleep & Health Vulnerable Groups
- Thresholds for Observed Effects
- Relations with L Night, Outside
- Recommendations for Health Protection
- Relation with the Guidelines for Community Noise

Requests of Brown County Citizens for Responsible Wind Energy

Letter to the Board of Health from Brown County Citizens for Responsible Wind Energy – Steve Deslauriers

Copy of Power Point Presentation of Dr. Herbert Coussons re: Health Impact and Setback Guidelines for Wind Siting Council

Petition - Approximately 890 Signatures for Wind Turbine Moratorium

Motion made by Supervisor LaViolette and seconded by Board of Health Member, Audrey Murphy at 11:00 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, May 17, 2010
City Hall
100 N. Jefferson Street, Room 604
Green Bay, WI 54301
3:00 p.m.

MEMBERS PRESENT: Darlene Hallet- Chair, Michael Welch-Vice Chair, Paul Kendle, Rich Aicher

MEMBERS EXCUSED: Tom Diedrick

MEMBERS ABSENT: None.

OTHERS PRESENT: Robert Strong (arrived 3:15 p.m.), Robyn Hallet, Noel Halvorsen (arrived at 3:20 p.m.), DonElla Payne, Matt Roberts, Chip Law

APPROVAL OF MINUTES:

1. Approval of the minutes from the April 19, 2010, meeting of the Brown County Housing Authority.

A motion was made by M. Welch and seconded by P. Kendle to approve the minutes from the April 19, 2010, meeting of the Brown County Housing Authority. Motion carried.

ELECTION OF OFFICERS:

R. Hallet stated that D. Hallet would be stepping out of the position of Chair and M. Welch would be stepping out of the position of Vice Chair. Based on the rotation that the Authority has followed in the past, M. Welch would now fill the role of Chair and P. Kendle would fill the role of Vice Chair.

R. Hallet called for nominations for Chair.

R. Aicher nominated M. Welch for Chair.

R. Hallet called two additional times for any other nominations for Chair. There were none.

A motion was made by P. Kendle and seconded by R. Aicher to close the nominations. Motion carried.

Chair M. Welch called for nominations for Vice Chair.

D. Hallet nominated P. Kendle for Vice Chair.

M. Welch called two additional times for any other nominations for Vice Chair. There were none.

A motion was made by D. Hallet and seconded by R. Aicher to close the nominations for Vice Chair. Motion carried.

COMMUNICATIONS:

2. Letter from U.S. Department of Housing and Urban Development dated April 29, 2010, notifying the BCHA that it's final SEMAP score is 100% for fiscal year ending 12/31/2009.

R. Hallet stated that several months ago the Authority was informed that the SEMAP was 100% and this letter is confirmation from HUD of that SEMAP score.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program
 - A. Preliminary Applications

D. Payne stated that there were 155 preliminary applications for the month of April.
 - B. Housing Assistance Payments

D. Payne stated that the HAP for the month of April was \$1,008,594.00
 - C. Housing Assistance Unit Count

D. Payne stated that the unit count for April was 2,732.
 - D. Housing Quality Standard Inspection Compliance

M. Roberts stated that the initial inspection pass was at 38.70%, the pass re-evaluation was at 31.36%, and the fail rate dropped to 29.94%.
 - E. Housing Choice Voucher Administrative Costs and HUD 52681B

C. Law stated that there is a significant shift because of the FSS funding that came through for the two positions, which shifted everything as far as administrative dollars being spent. We are \$42,692.00 under budget through April.
 - F. Portability Activity

D. Payne stated that there were 49 port-outs in April, in the amount of \$40,695.00, and 21 port-ins in the amount of \$7,687.00.
 - G. SEMAP Monitoring Report

D. Payne stated that the SEMAP is still high. It was at 99% for April.
 - H. Report of the Housing Choice Voucher Family Self-Sufficiency Program.

D. Payne stated that there were 104 clients in the month of April. There were 40 escrow accounts through April. There was 1 graduate in April. There were six new contracts established.
 - I. Report on the Housing Choice Voucher Home Ownership Option.

D. Payne stated that we have 97 homeownership clients in April. One graduated and two had payments abated for not getting back to us with their annuals.

J. VASH Reports

D. Payne stated that this is the report for the Veterans. We had 1 in April.

K. Report on Langan Investigations Criminal Background Screening and Fraud Investigations

D. Payne stated that there were 7 investigations that remain open for the month of April. There is still 1 investigation from February that remains open and is continuing to be worked on.

R. Hallet asked that item 4 be postponed until N. Halvorsen arrives and then take items 4, 7, and 8 together.

A motion was made by D. Hallet and seconded by R. Aicher to postpone those items until N. Halvorsen arrives and then take them together. Motion carried.

NEW BUSINESS:

5. Discussion and direction on use of data collected on new optional residency questionnaire for HCV applicants requesting how long they've lived in Brown County and why they've chosen to live in Brown County.

R. Hallet stated that for awhile there has been the perception that this program is drawing people from outside of the county and into this area. She has been considering if we should somehow obtain information regarding where applicants are moving from so we can gauge if that perception is accurate or not. She has put together a form to collect this data which is included in the agenda packet. She did contact HUD and some folks from Fair Housing at HUD to see if they had any concerns with us collecting this information. No one from HUD expressed any real concern but did give some suggestions for modifying the form. When we went to the Administrative Committee meeting last month we did explain that we would start using this form and afterwards, a county supervisor who was part of the audience, approached us and stated that it might not be wise to make policy based on information that is collected on an optional form. That is what prompted her to speak with HUD but HUD did not have any problem with this. Up until now we had thought of attaching this to the preliminary application so whether someone is denied or not, the form would be filled out. It was later suggested that perhaps we would only want people who are offered a voucher fill out the form.

D. Hallet suggested that this may make sense because if they are not eligible, we don't need the information.

R. Aicher stated that the primary reason that we look for this kind of information is so that we can understand who is applying for the program even if they are not approved. People have opinions about who is applying and where they come from so if we have actual data that shows this information, it gives us some anecdotal information we can share.

R. Hallet stated that what we have been doing, and what we think is the best way to do this, is to detach this form from the rest of the application so that we are not

associating that information to whether or not they are being approved. We clearly state on the form that the information will not be used to determine eligibility. We can't base a person's residency on how long they have lived here and we don't want to give the perception that we are.

R. Aicher questioned if we have the choice to make this form optional or mandatory or is this the way it must be.

R. Hallet responded that because we can't base their residency on how long they've lived here, it was her conclusion that the form must be optional.

P. Kendle stated that requiring it would lose the anonymity component.

R. Aicher stated that it tells us a lot if we know who is applying for the program and how long they've been in the community, whether they are approved or not. If we see lots of applicants have been in the community a month or less it probably tells us that people are moving here and applying for assistance.

M. Welch stated that with the form being optional it would be good to track how many forms are given out compared to how many are received back. It would be interesting to know the completion percentage.

R. Aicher stated that it might make sense to do this for a trial period and then reevaluate to determine if this should be ongoing.

R. Strong stated that with the form being optional we do have to be careful what we use the information for and how it effects our policy decisions here. We will need to determine how we will use the data. He doesn't mind sharing what we learn with HUD and maybe even Washington to show them what is happening in Brown County.

R. Hallet shared some statistics based on responses that have been received since we started to use the form. From April 28, 2010, through May 5, 2010, we collected 15 surveys. Thirteen of the surveys indicated that the applicants are currently living in Brown County. The average length of time for those respondents was 12 years in Brown County. That is positive, showing that most are long term residents. Of those that responded that they did live in Brown County, the 3 shortest lengths of time reported were one month, half a year, and one and half years. The places that they have moved from include River Rouge, MI; Grand Rapids, MI; Chicago, IL; and Oconto County. One of those individuals previously lived in Brown County in 2008 and prior to that lived here for 8 years. The biggest reason that people moved here was family living in the area. Next was a tie between jobs and low crime rates. The other reasons were schools, availability of housing units, adult education opportunities, environment, friendliness of people living here, and community involvement opportunities.

R. Aicher questioned what percentage of applicants filled out the form.

R. Hallet estimated that there would have been 30 to 40 given out in a week's time and we received 15 back. However, there may have been applications that people picked up prior to the form being used and happened to turn their application in that week.

M. Welch asked how the data is being tracked.

R. Hallet stated that she has not decided yet but is open to suggestions.

M. Welch stated that the County might have Survey Monkey that could be used to enter online.

R. Hallet stated that she has heard of Survey Monkey and could look into it but doesn't know if that requires the survey to be completed on line or if we would have to enter each response ourselves on line, which could be time consuming.

R. Aicher suggested that we move forward with the form. He would want to limit the amount of time. He doesn't feel we can answer how we would use the data yet. It would depend on how many forms are given out and how many are returned.

A motion was made by R. Aicher and seconded by D. Hallet to approve using the new optional residency questionnaire for HCV applicants requesting how long they've lived in Brown County and why they've chosen to live in Brown County for a trial period of 90 days (May, June, July). Motion carried.

A motion was made by P. Kendle and seconded by D. Hallet to take item 4 at this time. Motion carried.

R. Hallet asked if instead, could we take item 6 next and then address items 4, 7, and 8 together. The ICS staff would like to leave after item 6.

The Authority agreed that would be fine.

6. Discussion and approval of Catholic Charities' proposed cost for Homeownership Counseling of Housing Choice Voucher Homebuyers.

R. Hallet stated that several months ago Catholic Charities requested to be an approved homebuyer counselor for the Housing Choice Voucher Homebuyers, which the Authority did approve. At that time the Authority asked them how much they would charge for that cost and today's discussion is to address that. Catholic Charities has indicated that they would charge \$500 per participant. On the back side of the letter from them, you will see justification for that. They have broken it down indicating specifically the services provided to the client, how many hours and the cost. Catholic Charities believes that Homeownership Counseling often starts well before a participant is thinking about owning a home, when they are working with Catholic Charities on budget counseling. When their finances are in a state that they could conceivably obtain a mortgage, Catholic Charities would formally start the homebuyer education. Post purchase counseling has also been rolled into this. Additionally, there is a cost for supplies and printing. The total for

all of their costs per client is well above the \$500 that they are requesting reimbursement for. It was hard for Catholic Charities to estimate how many clients they would actually have in a year since they are just starting out. Right now they have estimated that it would be anywhere from one to five clients.

N. Halvorsen stated that they charge about \$500 per client also. They are funded about \$8,000 for this program and then they draw from those funds based on timesheets and direct costs.

R. Strong stated that he would like to see a cap on this so that it is not unlimited. If they use the funds that are approved they could come back and ask for more.

R. Hallet stated that Catholic Charities has clients that they are working with already for budget counseling and have built a rapport with them so this will make everything flow smoother for the transition into homeownership.

N. Halvorsen stated that he doesn't think they have ever had more than 14 clients in a year.

R. Strong stated that we should execute a contract with Catholic Charities saying that if they want to provide this service we would give them \$500 per family that they counsel and we would cap it at a certain amount of money. They are estimating a maximum of 5 clients so a \$2,500 cap would be reasonable.

A motion was made by D. Hallet and seconded by R. Aicher to approve the Catholic Charities' proposed cost for Homeownership Counseling of Housing Choice Voucher Homebuyers of \$500 per client subject to a maximum of 5 clients per year/\$2,500 total. Catholic Charities should request that this contract be renewed after 5 participants/\$2,500. Motion carried.

OLD BUSINESS:

4. Discussion and action regarding request of Mutual Housing Association of Brown County to retain the repaid HOME funds currently accumulated as well as anticipated collections through December 31, 2010.

N. Halvorsen explained the request. The attachment in the agenda packet was provided to show what the money would be used for over the next year. He stated that Mutual Housing Association (MHA) is in the process of working with NeighborWorks® Green Bay to have them take over ownership of its properties. The only other thing on the books for MHA is receivables for three loans from homebuyers. They would like to not have these assets on their books come the end of June. They looked at the expenditures of the MHA over the course of a year and based on some of those expenditures from 2009 and a bit of forecasting, he prepared a draft budget. MHA doesn't have any sort of staff or accountant so they hire someone to do their bookkeeping. Insurance was listed at \$3,000 and that is about \$1,000 higher than normal but he thought that there might be another year of coverage that would be necessary to extend beyond the last day of business. Legal is a complete estimate. There could be 0 costs or there could be significantly more than \$5,000. He does not know what it would take to wrap up a

corporation as he has not been part of that process before. Other/miscellaneous is listed as \$5,000 for surprises that might come up during this process. The \$37,600.00 is a not to exceed amount.

R. Aicher clarified that the 3 loans that were mentioned as assets are properties owned by individuals and that the MHA has taken mortgages on the properties so those homeowners are making a payment or have a future obligation for a payment back to the MHA.

N. Halvorsen stated that is correct.

R. Aicher asked if those 3 properties were listed in this consolidation.

N. Halvorsen stated no they are not. They are not part of the consolidation. MHA's Homebuyer Assistance Program made these GAP second loans. The outstanding balance between the three loans is \$130,000.00 and they have favorable rates.

R. Hallet confirmed that one of the loans is at a 3% rate and the other two are at 5.5%.

R. Aicher asked if these are monthly payment loans.

N. Halvorsen responded yes. Bank Mutual has two of the loans and Citizens Bank has the other loan.

R. Strong stated that is separate from what we are talking about here.

N. Halvorsen explained that the payments received on the loans is what we are talking about retaining. MHA is stating that these are repaid CHDO funds and are asking that BCHA let MHA keep them for our operating expenses for this year.

R. Strong stated that it is allowable to do this since it is for a project cost.

A motion was made by P. Kendle and seconded by R. Aicher to authorize Mutual Housing Association of Brown County to retain the repaid HOME funds not to exceed \$37,600.00 and utilize those funds to unwind the organization with the stipulation that an accounting record is kept against the budget proposal document so that the Authority can see how the funds were used.

N. Halvorsen stated that the logical termination date for all the business would be the end of 2010, and then a final 2010 audit could be done in the spring of 2011. The final resolution of everything would then be July of 2011.

M. Welch took a vote on the motion. Motion carried with all members voting in favor of the motion except D. Hallet who abstained.

NEW BUSINESS:

7. Discussion and possible action on the request by NeighborWorks® Green Bay and Mutual Housing Association of Brown County to approve a rental housing consolidation plan that includes the transfer of assets and liabilities (including loans from the BCHA) from MHA to NeighborWorks® Green Bay, the subordination of BCHA loans to new conventional financing, and the restructuring of BCHA hard and soft debt.

N. Halvorsen stated that some of these properties had a first mortgage loan from WHEDA and WHEDA had a 10% minimum prepayment penalty, so we were looking at a \$47,000.00 prepayment penalty. That has now been reduced to a 1% prepayment penalty and is \$4,700.00. He assured WHEDA that they would be able to afford that one. He explained that they would like the Authority to approve the consolidation assumption of the properties including their associated liabilities, specifically the loans from the BCHA and to agree to consolidate and subordinate those loans with the new financing not to exceed what the Authority is already sitting behind with their deferred loans. The properties with BCHA financing that would be affected are 145-151 N. Ashland (Green Bay), 747 Elm Street (De Pere), 1838 Oak Hill Drive (Pittsfield), 3066 Wedge Court (Green Bay), and 726 N. Broadway (De Pere).

R. Aicher asked if in the future, N. Halvorsen could provide the approximate value of the properties.

N. Halvorsen explained that at 145-151 N. Ashland the total of the BCHA loans are \$36,432.54 and they are proposing that this be put into a consolidated loan for that amount as a deferred payment, no interest loan due upon sale or transfer of property. There will be a new \$135,000 first mortgage loan at this property, consistent with the current first mortgage loan.

N. Halvorsen stated that 747 Elm Street is a rehab that didn't go forward. It was decided to raze the house and build a new one. The Authority has made a number of loans on this property. There is a loan of \$78,550 outstanding. There are four deferred payment, no interest loans in the amounts of \$100,000.00, \$12,500.00, \$37,500.00 and \$11,800.00. The total of the BCHA loans comes to \$240,350.00. The proposal is to refinance the \$78,550.00 with another party and take the BCHA off that loan. Then the balance of \$160,000.00 of soft debt on the property we would ask that the Authority consider taking \$80,900.00 as a deferred payment, no interest loan due upon sale or transfer of property and then take the additional \$80,900.00 as the same structure but it would be forgiven after 10 years. N. Halvorsen explained the reason they are asking for that loan to be forgiven is because there is more debt on this property then it will ever be worth. If they were ever in spot where they had to sell it they would have to ask the BCHA to take a loss on it. They are taking 1/3 of the debt owed to the BCHA and are going to finance it differently and in turn, agree to operate this for at least another decade and then after that the 2nd obligation would go away, there would be a chance that if it were sold, they would break even.

R. Aicher stated that if this were the only property in the portfolio this would make more sense. If you look at the entire schedule, the property on Ashland has more than \$80,000.00 of equity there so what happens to that equity when Ashland is sold someday. Why should the Authority eat \$80,000.00 now and then not have the advantage of taking the \$80,000.00 back on a property where there is equity. If there is going to be a restructure, why wouldn't the Authority want this restructured in a way so that the liens are more proportionately spread out among all the assets here.

N. Halvorsen stated that he hears what is being said but with a lot of these properties, the loans were structured with some soft debt in them, conventional financing, and a grant. There is a sink up at the front end of the projects where either this Authority or the Redevelopment Authority would put up dollars that actually got granted into the project and sunk. It never stayed on the property as debt afterwards. There are two exceptions to this in all the properties he has dealt with through MHA and NeighborWorks® Green Bay over the years. One is New Franken and the other 747 Elm Street. For these two projects, for some reason, all project costs that came in, in the form of subsidies from public authorities came in as debt. They shouldn't have been done that way. The \$80,000.00 should have been a grant. He understands R. Aicher's point but he is trying to put something in place now so this is something that has to be wrestled about later. A decade is a long time to commit to holding it and it is going to be over the company's head for that period of time.

P. Kendle stated that there is part of him that feels we created this mess so we should just eat the \$80,000.00. He understands what R. Aicher is saying about covering the \$80,000.00 with the overall portfolio but that gets a little tricky when you try to do that. Each property needs to stand on its own. We may take a loss on this money eventually so it might be best to take the loss now and clean this up.

N. Halvorsen stated that 1838 Oak Hill Drive (Pittsfield) has three deferred, no payment loans in the total of \$65,327.02. The proposed structure is a deferred payment, no interest loan of \$141,800 that would be due on sale or transfer. BCHA approved a new loan to take out the current first mortgage in 2008 and has recorded the lien, but the loan has not been made to date because it was part of the WHEDA financing. At closing that loan would finally be wrapped up into a single obligation.

N. Halvorsen stated that 3066 Wedge Court has a deferred payment, no interest loan of \$22,420.00. They are proposing that this would remain a deferred payment, no interest loan and would be due on sale or transfer. NeighborWorks® Green Bay would have a new \$79,000.00 first mortgage on this property, which is slightly less than the current balance of approximately \$83,000.00.

N. Halvorsen stated that 726 N. Broadway (De Pere) has five deferred loans in the total amount of \$112,589.86. The proposed structure is to have those all rolled up into one deferred payment, no interest loan of \$112,589.86, which would be due upon sale or transfer.

R. Strong questioned if there was anything in the programs involved with the loans that would prevent us from consolidating these into one deferred loan.

N. Halvorsen stated that he had asked M. Schampers about that and he didn't think that there was anything that would prevent them from being a single note/mortgage. There just has to be a tie to a separate schedule showing what portion of each loan belongs to which account.

N. Halvorsen stated that the anticipated closing date for the consolidations would be June 30, 2010.

A motion was made by P. Kendle and seconded by R. Aicher to approve the request by NeighborWorks® Green Bay and Mutual Housing Association of Brown County to approve the submitted rental housing consolidation plan that includes the transfer of assets and liabilities (including loans from the BCHA) from MHA to NeighborWorks® Green Bay, the subordination of BCHA loans to new conventional financing, and the restructuring of BCHA hard and soft debt. Motion carried. Motion carried with all members voting for the motion except D. Hallet who abstained.

8. Discussion and possible action regarding use of future receivables on HOME loans.

R. Hallet stated that she hadn't included the handout that N. Halvorsen had given her with the agenda because there was to be discussion on this between N. Halvorsen, R. Strong, and herself, which didn't take place until after the agenda was sent out. She provided copies at this time.

N. Halvorsen stated that there are three borrowers that currently have loans from the MHA, which total approximately \$130,000 in outstanding principal. The borrowers make payments to their first mortgage lender who in turn forwards the monies to MHA on a quarterly basis. The proposal is to assign the loans to NeighborWorks® Green Bay and then we would collect the quarterly payments. As these are repaid CHDO funds, they are proposing to retain 50% of the proceeds for operation as a CHDO and the balance of the receipts would be restricted for use in making new loans to homebuyers within Brown County, but outside the City of Green Bay. For convenience, these would be funds for the Housing Choice Voucher Homeownership Option Program. In the event of a payoff of one of the notes, NeighborWorks® Green Bay would retain \$5,000 of the payoff amount for CHDO operations and restrict the balance for the loan program. There is an alternate proposal, which would be the same as above, but if the loan fund balance should exceed \$20,000 (i.e. a payoff has been received), NeighborWorks® Green Bay may elect to make loans to Brown County Homeowners outside of the City of Green Bay to effect energy, water, or sanitary home improvements either as deferred payment loans, no interest seconds, or as below-market rate, fully amortizing second mortgage loans subject to HOME eligibility guidelines. If there is just a little money that comes in, they would make them voucher dollars for homeownership. If we received \$30,000 they could, for example, use the funds to make loans to help someone with a failing septic system

or with home improvements, accessibility modifications, or whatever else that would be eligible.

N. Halvorsen stated he and R. Strong had a conversation about this request. R. Strong said that he knows the CHDO regulations allow retention of 50% and he asked for clarification that what is being proposed is that if \$10,000 is collected in a year, NeighborWorks® Green Bay would keep \$5,000 of it for unrestricted operations. N. Halvorsen stated that he replied that yes he is. This is something that is allowable and is something that MHA did not do and could have negotiated for with the Authority. It doesn't reflect the actual cost of delivering the service. The actual costs for processing the checks and do all this is hundreds of dollars per year.

R. Strong stated that he is not one to say that they get half the money just because they are a CHDO, but that is up to the Authority, and that is why he asked N. Halvorsen to bring in the estimated actual costs of what it is going to cost per year and that could be taken out of the proceeds and retained for those costs. This money is repaid HOME funds and the Authority has the right to decide how it wants to use it. He doesn't have a problem with rolling those funds into being used again to make new loans to homebuyers, which is a good program. As far as the sale of a property, his feeling is that money should come back to the Authority and the Authority can give it out to NeighborWorks® Green Bay or any other entity that it feels is appropriate. N. Halvorsen is requesting to take the money and put it back into a program and then the Authority won't have to go through the process of soliciting proposals. There are some benefits from not having to go through an RFP and letting the money go back to the agency and let them continue on with the program. These are two options the Authority could choose from.

R. Aicher stated that historically we put the money out, it comes back to us, and we take a look at the next deal and decide from there.

P. Kendle stated that there might be some administrative costs to collecting the money back and there needs to be compensation for those costs. No matter who takes the money, it needs to go back into helping homeowners. We need to decide if we want to take possession of the money and control it or do we want to monitor NeighborWorks® Green Bay and make sure that they control it and put it back out into the community.

A motion was made by R. Aicher and seconded by P. Kendle to have the three loans currently under Mutual Housing Association of Brown County, Inc. be assigned to the Brown County Housing Authority and we ask the servicing banks to submit their quarterly payments to the Housing Authority to be receipted into the proper accounts.

R. Hallet asked if the motion included the 50% proceeds that they retain.

N. Halvorsen stated that the Authority is telling MHA that we are willing to take ownership of those loans. They would be assigned directly to the Brown County Housing and then NeighborWorks® Green Bay would be out of the loop, but as the

Authority accumulates cash, through our working relationship, NeighborWorks® Green Bay could be informed that there are dollars available for programs and then we could come in and make a proposal.

M. Welch took a vote on the motion. Motion carried with all members voting in favor of the motion except for D. Hallet who abstained.

INFORMATIONAL:

9. Review of assisted housing in similar sized communities, as requested by Administration Committee of the Brown County Board of Supervisors.

R. Hallet stated that the intern, J. Lopez, worked very hard on this project and pulled together a lot of detailed information.

R. Hallet explained that she and R. Strong have attended two of the Administration Committee meetings. At the first meeting they asked for information regarding how many vouchers we have in Brown County compared to other similar sized communities. R. Hallet made the point that they have to consider not only vouchers but other types of assisted housing because we have intentionally made more assisted housing available through vouchers in Brown County rather than investing in public housing and other types of assisted housing. In this data that was compiled, we have included the number of vouchers as well as the number of other types of assisted housing in various communities. One of the charts includes communities throughout the nation that are of comparable size to Brown County. All communities were selected based on having a population of 235,000 to 255,000, which is 10,000 under and above the population of Brown County.

R. Strong stated that there is the belief that we are providing much more housing assistance, far beyond anyone else in the country and this data shows we are right in the middle of the mix.

R. Hallet stated that in addition, we also pulled together comparison of the largest counties in Wisconsin.

R. Hallet stated that when they returned to the Administration Committee to present this information to them, the Committee inquired what composed the other types of assisted housing. One of the charts in the agenda packet has a breakdown of those different types to include Section 236 Housing, new construction/rehabilitation, moderate rehabilitation, low income housing tax credit, etc. The end result is that we are right where we should be in Brown County. This should dispel a lot of myths that we have too many vouchers. We have the number of vouchers that we do intentionally because public housing tends to carry some problems with it.

R. Strong stated that he has asked the Administration Committee that all future information that they need from staff should be directed to the Brown County Housing Authority.

BILLS:

R. Hallet distributed the bills to the Authority.

A motion was made by R. Aicher and seconded by P. Kendle to approve the bills as presented. Motion carried.

FINANCIAL REPORT:

A motion was made by R. Aicher and seconded by P. Kendle to accept the financial report as submitted. Motion carried.

STAFF REPORT:

10. Update on creation of limited term fulltime position to assist Housing Administrator.

R. Hallet stated that the Council did approve the creation of this position. It was posted for a week and we have accepted applications and will begin the interview process.

Chairman Welch adjourned the meeting at 5:01 p.m. Motion carried.

:dr

Brown County Housing Authority
Status of Reserves
5/12/2010

Unrestricted Reserves:

80-81 CDBG Program	711,942.64
WHNCP	99,259.27
Revenue Bond	596,414.13
WHEDA	57,184.55

Total Unrestricted Reserves	1,464,800.59
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Restricted Reserves:

Sec. 8 Certificate Program	-
Housing Choice Voucher Program	1,989,491.80
84 State CDBG Program	55,554.55
Rental Rehab Program	3,961.13
HCRI Program	176,500.44
HOME Program	139,430.00

Total Restricted Reserves	2,364,937.92
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Housing Choice Voucher Program:

Port Ins (YTD):

Units	67
Funding	28,487.00

Port Outs (YTD):

Units	114
Funding	88,995.00